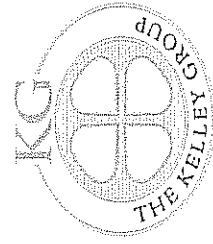


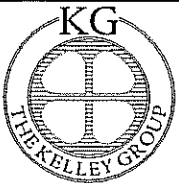
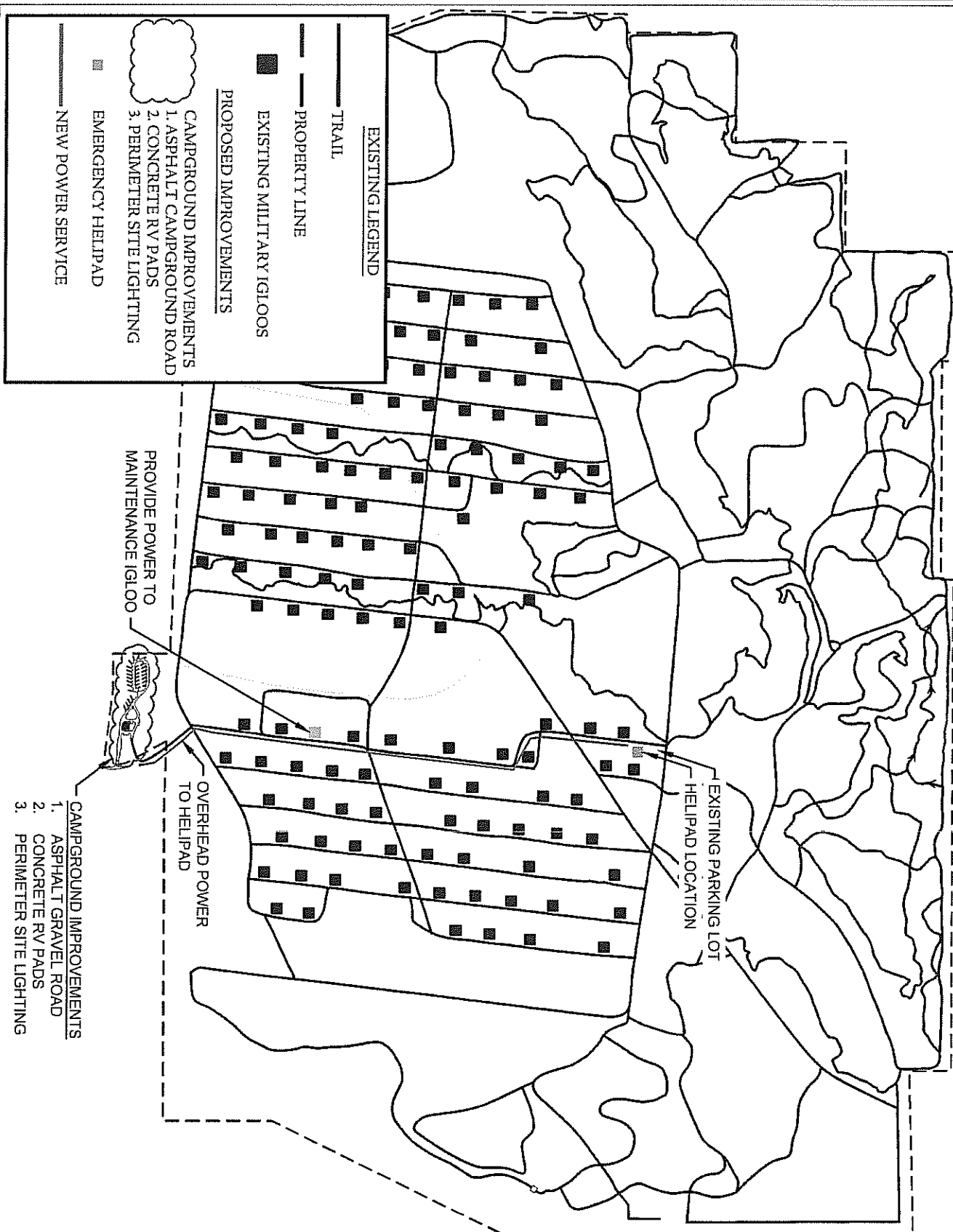
Public Park Authority of the Cities of Lincoln and Talladega
TOP Trails Park Improvements
January 4, 2017

Item #	Item	Unit	Qty	Unit Cost	Total Cost
1	Asphalt Campground Road	LS	1	\$ 175,000.00	\$ 175,000.00
2	Concrete RV Pads	LS	1	\$ 125,000.00	\$ 125,000.00
3	Campground Perimeter Lighting	LS	1	\$ 75,000.00	\$ 75,000.00
4	Emergency Helipad including concrete pad, lighting, striping, and security fencing	LS	1	\$ 100,000.00	\$ 100,000.00
5	New Power Service to Helipad (1.5 Miles) and Existing Parking Lot	LS	1	\$ 300,000.00	\$ 300,000.00
6	Excavator for trail building and maintenance	LS	1	\$ 49,000.00	\$ 49,000.00
7	Trail Signage	LS	1	\$ 23,500.00	\$ 23,500.00
8	New OHV Trails (5 Miles)	LS	1	\$ 30,000.00	\$ 30,000.00
				Subtotal	\$ 877,500.00
9	Grant Administration (5%)	LS	1	\$ 43,875.00	\$ 43,875.00
10	Engineering Design & Construction Review (10%)	LS	1	\$ 87,750.00	\$ 87,750.00
				Total Estimated Construction Cost	\$ 1,009,125.00
				ADECA Share (80%)	\$ 807,300.00
				PPA Match (20%)	\$ 201,825.00

**Note cost estimates are made based on Engineer's experience, qualifications, and professional judgement. The Engineer has no control over costs of labor, materials, equipment, or services furnished by others or over the competitive bidding process or market conditions. The Engineer does not guarantee or warrant that proposals, bids, or actual construction costs will not vary from the above cost estimate. Contand fill amounts are approximate until a topographical survey has been completed.*



The Kelley Group
105 W. 2nd Street
Tusculumbia, Alabama 35661
256.248.7030
www.kelleynetwork.com



THE KELLEY GROUP

105 W 2nd Street
Tuscumbia, Alabama 35674
Phone: 256.248.7030 Fax: 1.866.225.7488
civil • municipal • planning • grant writing

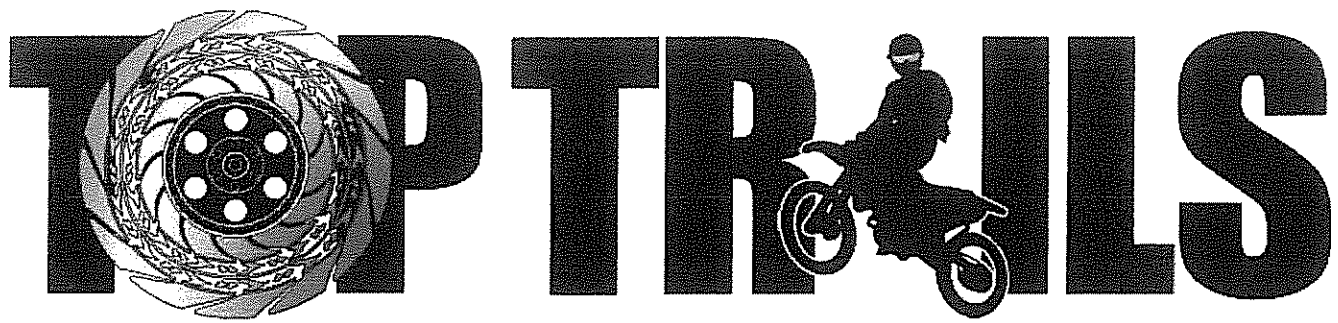
GRANT APPLICATION

PPA TOP TRAILS CAMPGROUND IMPROVEMENTS

PROJECT NUMBER
####

DATE
1/4/2017

SHEET NUMBER
1



**PROJECT NARRATIVE
RTP PRE-APPLICATION
JANUARY 2017**

The Public Park Authority of the Cities of Lincoln and Talladega is the governing Board for TOP Trails OHV Park, located in Talladega, Alabama. The park recently completed a \$1,100,000.00 construction project to build both primitive and RV campgrounds with sewer, water and electricity. There are four ADA accessible trailers available for rent by patrons with special needs. Paved entrance roads and parking now provides a hard surface area for guest registration and transition from highway to off-road. Sewer service was provided by connecting the Environmental/Welcome Center to the City of Talladega's municipal sewer system. Over ten new miles of new side by side and single track trails were constructed. Visitors can now check-in at the Welcome Center on iPads and sign their safety waivers.

The park is very popular with motorized vehicle enthusiasts throughout the southeast. Patron numbers have doubled since 2015, and in 2017 planning projections predict over 30,000 people will visit the park. The park brings economic development to the region with gas, lodging and sales tax, and has been a cornerstone of promoting the Cities of Lincoln and Talladega.

This project would improve on the recently finished projects by continuing to improve the park based on the Biennial Report, which is submitted to National Park Service every two years. This report outlines the planning process for the park and creates an annual checklist of project goals. Based on the Biennial Report and public planning process, TOP Trails is requesting funds to add asphalt the existing campground roads, concrete the existing RV pads, add perimeter lighting for safety to campground area, construct a new emergency helipad and supporting power, construct five new miles of trails with signage, and purchase an excavator for continued trail construction and maintenance.

The park has a need for power inside the park, beyond the Welcome Center and main entrance. With the proposed power service line, the park will be able to: provide power to the service and maintenance igloo where all equipment is stored and maintained; provide lighting for security at the existing parking lot, which is located 1.3 miles from the park entrance; and service the proposed emergency helipad.

The proposed emergency helipad will be located adjacent to the existing parking lot where the tree canopy has been cleared. In 2016, five park participants were airlifted to the hospital in critical condition, with one fatality. Currently, ambulances and emergency personnel cannot access the site properly during emergency situations. In addition, State Troopers are required

to stop traffic on the highway to allow the helicopter to land to obtain the injured person. The construction of a helipad would provide a safe and secure location closer to the accident site for injured persons to be airlifted to the hospital's trauma center. The implementation of a helipad would increase response time to accidents by as much as one hour. This time savings could mean the difference between life or death during the evacuation. The helipad would be utilized by the park's emergency support partners, Talladega County Emergency Management Agency and City of Talladega Fire and Rescue as needed.

**Public Park Authority of the Cities of Lincoln and Talladega
Resolution for 2017 RTP Pre-Application**

WHEREAS, The Public Park Authority of the Cities of Lincoln and Talladega hereby seeks to apply for financial assistance in the amount of \$807,300.00 from the Alabama Department of Economic and Community Affairs Recreational Trails Program;

WHEREAS, The Public Park Authority of the Cities of Lincoln and Talladega hereby pledge to provide an in-kind match of 20 percent for \$201,825.00;

WHEREAS, The Project is described as TOP Trails Park Improvements;

WHEREAS, The Project will be constructed at TOP Trails located at 550 Welch Avenue Talladega, Alabama 35160;

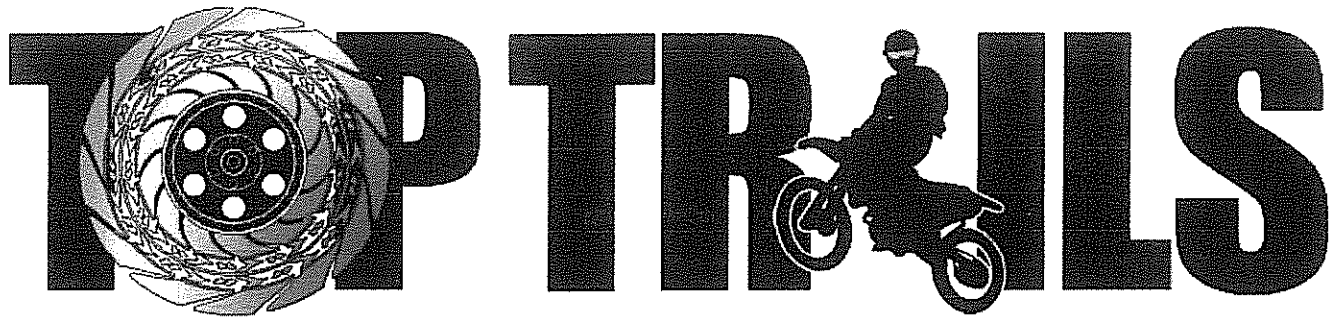
WHEREAS, The Board Chairman, is hereby authorized and directed to execute, deliver, seal and attest such agreements, undertakings, documents and certificates and to take such other actions on behalf of the Public Park Authority as may be necessary or desirable to consummate the execution and delivery of the grant agreements and to carry out fully the transactions contemplated by this resolution.

IN WITNESS WHEREOF, RESOLVED and ADOPTED this the 3rd day of January, 2017.


Buster Taylor, Chairman

ATTEST:


Wes Pope, Park Director



January 4, 2017

Crystal Davis
Recreation and Conservation Programs Manager
Alabama Department of Economic and Community Affairs
Community and Economic Development Programs Division
401 Adams Avenue, Suite 524
Montgomery, AL 36104

Re: FY 2017-18 Recreation Trails Program
Public Park Authority of Cities of Lincoln and Talladega

Dear Ms. Davis:

The Public Park Authorities of the Cities of Lincoln and Talladega (PPA) wish to be considered for a RTP grant for a project to be constructed at TOP Trails, 550 Welch Avenue, Talladega, AL 35160. Enclosed herewith are the following documents:

1. Completed and executed Pre-Application Form;
2. Resolution authorizing the application and matching funds required to complete project;
3. Narrative description of the proposed project;
4. Estimate of cost;
5. Preliminary site plan;
6. Plat of the property for development;
7. Location map; and
8. Verification of sam.gov registration of PPA.

Digital copies of the above-referred documents are also contained on the enclosed USB flash drive.

We appreciate your considering our project for funding under allocation of funds for the 2017-2018 funding cycle.

Yours truly,

A handwritten signature in black ink that reads "Buster Taylor".

Buster Taylor, Board Chairman

Attachments

Public Park Authority of the Cities of Lincoln and Talladega, P.O. Box 435, Talladega, AL 35160 • 256-649-0245

toptrails.net

FY2017-18 RECREATIONAL TRAILS PROGRAM

PRE-APPLICATION FORM

DEADLINE: NOON, FRIDAY, January 6, 2017

Applicant's Name (Organization): Public Park Authority of Cities of Lincoln and Talladega

Address: P.O. Box 435

Talladega, AL

ZIP: 35161

County: Talladega

FEI Number: 61-1637097

DUNS Number: 078719730

Project Title (6 words max): TOP Trails OHV Park Improvements

Project Description (25 words max):

Asphalt existing campground roads, concrete existing RV pads, add lighting to campground area, emergency helipad and supporting power, five miles of trails with signage and excavator.

Park Name, if applicable: TOP Trails

Park Address: 550 Welch Avenue

Talladega, AL

ZIP: 35160

GPS Coordinates of Project
(in degrees):

Lat. 33°28'27.76"N Long. 86°03'52.40W

Congressional District: 3

State Senate District: 11

State House District: 32

Applicant Chief Elected Official,
Director, or President:

Buster Taylor, Chairman

Phone and Email: btaylor@shocco.org

Grant Administrator or
Other Contact:

Kelley Taft

Phone and Email: 256-248-7030 kelley@kelleynetwork.com

Project Descriptive Narrative

Provide a brief, yet informative, description of the proposed project; address each evaluation criterion on the following pages (provide additional narrative and documents as may be needed to support your response to each evaluation criterion); and include a cost estimate, a preliminary site plan, plat and/or legal description, and location map.

Project Information

Name of Project: TOP Trails OHV Park Improvements

Trail Length in Linear Feet (L.F.): 26,400 Trail Width: 8'

Trail Surface Type: Native soils

Application Type: ☐ Non-motorized for a Single Use ☒ Motorized
☐ Non-motorized for Diverse Use ☐ Educational

Type of Applicant: ☒ City/Town ☐ County
☐ State ☐ Private Organization

Total Estimated Project Cost	\$ <u>1,009,125.00</u>
Grant Amount Requested	\$ <u>807,300.00</u>
Total Local Match	\$ <u>201,825.00</u>
Cash Match	\$ _____
In-Kind Match	\$ <u>201,825.00</u>
Donation	\$ _____

Brief Description of the Project:

Project will include: Asphaltting the existing campground roads, concrete the existing RV pads, add lighting to campground area, emergency helipad and supporting power, five miles of trails with signage, and excavator for trail construction and maintenance.

Please address each evaluation criterion and insert your answers below each (120 Total Available Points).

- 1. Describe the degree to which the project's scope and feasibility meet the project area's recreational needs. (Key Consideration: Does the project appear to be feasible and incorporate a good project design with consideration given to the natural and cultural environment in which the project is located, and appropriate consideration given to needs and benefits?) 10 Points Available**

2. **Describe the ways in which the project provides for the greatest number of compatible recreational purposes. (Key Consideration:** An important concern is that this project will enhance the quality and quantity of recreational trail opportunities available in the community or region. Maximum points will be given to projects with connectivity to other trails or parks, environmental education and preservation, and economic development opportunities.) **10 Points Available**
3. **Describe the ways in which the project provides a new, unique, or more effective means for making trail opportunities available to the public. (Key Consideration:** This criterion includes projects of national, regional, and local demonstration value. The most important concern is whether the grant recipient is committed to trying an approach that is new at the local level. Additional points are awarded for nationwide applicability and statewide or regional value. The applicant must commit to documenting the results of the demonstration.) **10 Points Available**
4. **Describe the ways in which the project facilitates the access and use of trails by persons with disabilities, older citizens, economically disadvantaged, and other special populations or groups. (Key Consideration:** Whether this project will expand recreation opportunities for special populations with recreation deficiencies.) **10 Points Available**
5. **Describe the ways in which the project creates opportunities for new partnerships between trail users, private interests, and public agencies within the project area. (Key Consideration:** The major concern is that this project is a component of an integrated effort to enhance economic revitalization and community conservation. Maximum points will be given to applicants providing evidence of cooperative efforts with trail user groups and/or multiple public meetings.) **10 Points Available**
6. **Describe the ways in which the project uses the grant funds to leverage other public or private investments (in the form of services and materials as well as dollars). (Key Consideration:** The major concern is whether actual leveraging is assured or the potential for leveraging is good, outside of any funds committed for the initial grant match. Maximum points will be given for applicants committing double the minimum local match or higher.) **10 Points Available**
7. **Describe the degree of commitment to continue operation and maintenance of the project. Include an operation and maintenance plan detailing the amount of money needed to operate and maintain the trail after it is completed and identify who will be responsible for the work. (Key Consideration:** Whether the grant recipient is willing to commit to continue the maintenance and operation of the project and whether the applicant provides a realistic operation and maintenance plan/budget. Additional points will be awarded to applicants demonstrating innovative funding measures for trail maintenance.) **10 Points Available**


8. **The degree to which community involvement is addressed: i.e., (A) Project idea originated with trail users or a community group that has substantial knowledge, and (B) The private sector (including individual citizens, community groups, or local business enterprises) has participated in the development of the proposed idea and has made commitments of labor, money, or materials to support proposed implementation. (Key Consideration: The objective is to determine if the project is responding to citizen-identified needs. The priority of the project to users is evidenced by citizen support for the idea. Additional points will be awarded to applicants demonstrating that the project concept was originally proposed at the grassroots level and, especially, for extensive citizen or private organization involvement in project development and support in project implementation. Maximum points will be awarded to applicants demonstrating extensive involvement and participation from citizens and interest groups during all phases of application development and commitments beyond.) 10 Points Available**
9. **Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, limitations on use, enforcement provisions, and scheduling. 10 Points Available**
10. **Identify and describe the service area of the project. Approximately how many people do you propose to serve with this project? Identify other trail resources in the service area by trail type (motorized, non-motorized, multi-use), distance, location in relation to the proposed trail, and ownership. (Key Consideration: The RTP was created to address trail needs in the urban and rural areas of the state. In order to assess the need for additional trails it is first necessary to identify the quantity and location of existing resources within the service area. It is also necessary to establish a service area – either population or resource based. For example, a population based service area could be a neighborhood, school district, or political jurisdiction whereas, a resource based service area might be defined along a linear greenway, water course, or unique natural/cultural area. However, in both instances, an estimate of the number of beneficiaries should be provided.) 10 Points Available**
11. **Identify the length of time the trail will be maintained and open and available to the public and identify the method to be used to ensure this commitment (deed covenant, deed restriction, etc.). (Key Consideration: The objective is to utilize RTP funds to the greatest extent possible by ensuring the improvements are maintained and available for public trail use as long as possible. Points will only be awarded to applicants exceeding the minimum required timeframe for a trail development project to remain open to the public. Maximum points will be awarded to applicants electing to maintain the improvements in perpetuity.) 15 Points Available**
12. **The Universal Trail Assessment Process (UTAP) and the High Efficiency Trail**

Assessment Process (HETAP) are methods of obtaining and recording objective data related to outdoor, natural environments. They are tools that land managers, agencies, and individuals can utilize to learn about, monitor, improve, and encourage the safe and enjoyable use of any outdoor path of travel. Points are available to project sponsors committing to the assessment of the trail and installation of Trail Access Information signage. (Key Consideration: The assessment of trail conditions for accessibility and maintenance is an eligible RTP project cost and can be included in the project budget. For projects such as the development of trailhead and trailside facilities, points may still be obtained if the sponsor commits to the assessment of the trail(s) for which the support facilities are being constructed.) **5 Points Available**

NOTE: Property acquired with RTP funds must remain open to the public in perpetuity. Should the property cease to be open to the public for trail use, the applicant must repay the RTP 80% of the fair market value of the property at the time of the change in use. If the project is located on an easement or on leased land, the minimum timeframe for the easement or lease is 25 years. The project must remain open for public access for the use for which the RTP funds were intended during that time. For development projects on applicant owned property, the project must remain open for public access for the use for which the RTP funds were intended for a minimum of 25 years.

Total Project Cost: \$1,009,125.00 Funds Requested: \$807,300.00

Important Note: The maximum grant amount by trail type is **\$70,000.00** for non-motorized, single-use trails; **\$200,000.00** for non-motorized, diverse-use trails; **\$500,000.00** for motorized trails, or **\$87,489.00** for education projects.


(Chief Elected Official's or Executive
Director's/President's Signature)

Chairman
(Title)

Introduction

History and Purpose

The Recreational Trails Program (RTP) is a federal grant program authorized by Congress for the purpose of providing states, local governments, and private sector organizations with funds to acquire lands and develop and/or improve trail and trail-related resources.

Allocation of Funds for the 2017-18 Funding Cycle

The RTP funds are appropriated by Congress to the U. S. Department of Transportation, Federal Highway Administration (FHWA), and FHWA allocates the funds through state agencies as a grants program to subrecipients. Alabama's allocation to subrecipients for fiscal years 2017 and 2018 will be approximately \$3,200,000.00.

Division of Available Funds

The maximum grant amount by trail type is **\$70,000.00** for non-motorized, single-use trails; **\$200,000.00** for non-motorized, diverse-use trails; **\$500,000.00** for motorized trails, or **\$87,489.00** for education.

Thirty percent of Alabama's RTP funds must be used for motorized trail uses, 30 percent for non-motorized trail uses, and 40 percent for diverse trail uses. Diverse motorized projects (such as ATV and motorcycle) or diverse non-motorized projects (such as pedestrian and equestrian) may satisfy two of these categories at the same time. The State encourages applicants to consider projects that benefit both motorized and non-motorized users, such as common trailhead facilities.

Eligible Applicants

Eligible applicants include incorporated municipalities, counties, legally constituted recreation authorities and commissions, and private sector organizations that can demonstrate an ability to adequately manage Federal grant funds. **No application will be reviewed from an applicant not currently registered in Sam.gov under its own name and Data Universal Numbering System (DUNS) number.**

Pre-applications

The Alabama State Comprehensive Outdoor Recreation Plan 2013-2018 is the guiding document for funding projects from the RTP. This document is available on the Alabama

Department of Economic and Community Affairs (ADECA) website at www.adeca.alabama.gov. Statewide issues were gathered and new criterion were developed to evaluate projects. These criterion make up the pre-application. **City, county, or private sector applicants may submit only one application for its highest priority outdoor recreation project. State agencies may submit multiple applications.** Funds will be allocated to the highest-ranking projects based on scores derived from the evaluation criterion.

Applicants are required to adhere to the grant ceilings listed.

Formal Applications

Applicants receiving the highest-ranking scores on their pre-applications will be invited to submit second-level applications. Recreation and Conservation Programs staff will be available to answer any questions. **Note: An environmental review and/or assessment will be required for all projects selected to proceed in the second-level-application process.**

Target Timeline for the 2017-18 Funding Cycle

October 2016

Funding cycle for 2017-18 RTP grants and Application Workshop is announced to all municipalities, counties, regional commissions, and grant administrators via e-mail and/or direct mail and website announcement.

Noon, Friday, January 6, 2017

Pre-applications (1 original and 1 digital copy (we will not accept emailed copies)) are due to ADECA.

Each pre-application must include:

- A cover letter on official letterhead signed by the chief elected official/executive director/president
- A signed Pre-application Form to include a response to each of the evaluation criterion
- A resolution adopted by the legal entity of the applicant authorizing the application and committing all matching funds required to complete the proposed project
- A narrative description of the proposed project
- Estimate of cost
- Preliminary site plan
- Plat and/or legal description of the property proposed for purchase and/or development
- Location map
- Verification of sam.gov registration

February 2017

Recreation and Conservation Programs staff and the Alabama Recreational Trails Advisory Board review pre-applications for priority rankings based on evaluation criterion, make recommendations for funding to the ADECA Director, complete site inspections, invite the respective local applicants receiving the highest-ranking scores to submit second-level applications, and forward copies of the selected pre-applications to the FHWA.

March 2017

Second-level applications are due to ADECA. Recreation and Conservation Programs staff will coordinate and correspond as appropriate with each successful applicant to determine if additional documents are needed to complete the formal application process.

TBA

Official notification of award sent to successful applicants.

Minimum Requirements

These are requirements that an applicant must meet in order to be considered for a RTP grant. There are no points attached to these requirements. Only one of two situations may occur: (1) Yes, the applicant meets all minimum requirements and is therefore eligible for consideration of funding based on how the proposed project scores under the evaluation criterion; or (2) No, the applicant does not meet the minimum requirements and is therefore ineligible for funding under the RTP.

Any questions concerning the minimum requirements should be addressed to the Recreation and Conservation Programs staff.

Equal Opportunity:

Applicants must comply with Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; the Americans With Disabilities Act of 1990, as amended; and all other State and Federal laws and regulations on nondiscrimination. This means that no person shall be discriminated against on the basis of race, color, sex, national origin, age or disability for recreation programs and facilities sponsored by applicants.

Legally Constituted Entity

The applicant must be a legally constituted entity. This includes a municipality, county or a legally constituted recreation board, commission or authority with legislative sanction, or private sector corporation. All applicants must be currently registered in Sam.gov with their own DUNS number.

State and Federal Laws / Regulations

Applicants must comply with existing laws and regulations for receiving and expending

State and Federal grant money including, but not limited to, public notices, bidding and purchasing requirements, Uniform Relocation Act, Americans with Disabilities Act and Architectural Barriers Act Accessibility Guidelines (ADAAG), Energy Standards, laws and regulations regarding Historic Preservation and archaeological concerns, National Environmental Policies Act, and related environmental rules and regulations.

Applicants must not have been debarred, suspended, or otherwise ruled ineligible to participate in Federal programs by any Federal department or agency.

Important note: An environmental review and/or assessment will be required for all projects selected to proceed in the formal application process.

Operation and Maintenance

Applicants must have a satisfactory record of accomplishment for operation and maintenance of public recreation areas and facilities or must have a formal written agreement with an entity with a satisfactory record of accomplishment for operation and maintenance of public recreation areas and facilities in order to apply.

Grants Administration

Applicants must have a satisfactory record of administering Federal grant funds or must have a formal written agreement with an entity with a satisfactory record of administering Federal grant funds. Grant administration professionals may be acceptable substitutes for some institutional capacity upon approval from ADECA.

Twenty Percent Match

Applicants must document the availability of the required minimum twenty percent (20%) match for each application. This requires that each applicant **submit a resolution** passed by its governing authority that, if a grant were awarded, the required match would be forthcoming. Applicants should be advised that this is a reimbursement program. Funds must be available to expend. Once expenditures are made, reimbursements can be requested. The reimbursement process can take up to 90 days.

User Fees

Applicants must agree that any and all user fees, either resulting from this application or as part of the applicant's system of public parks and recreation areas, cannot be so large as to be exclusionary.

Prospective applicants are not eligible to apply if:

- Entity has an open Land and Water Conservation Fund (LWCF) or RTP grant as of January 6, 2017.
- Entity has unresolved compliance issues from a previous LWCF or RTP grant.
- Entity did not respond in writing to a LWCF or RTP inspection report that contained deficiencies.
- Entity has not completed and received approval of a Corrective Action Plan for

previous compliance issues.

Submission Instructions

Please submit an original and a digital copy (an emailed copy will not be accepted) of your application. Be sure each application includes:

- Cover letter on official letterhead signed by the chief elected official/executive director/president
- A signed Pre-application Form to include a response to each of the evaluation criterion
- A resolution adopted by the legal entity of the applicant authorizing the application and committing all matching funds required to complete the proposed project
- A narrative description of the proposed project
- Estimate of cost
- Preliminary site plan
- Plat and/or legal description of the property proposed for purchase and/or development
- Location map
- Verification of sam.gov registration

Please submit your application with a single binder clip. Please do not staple, spiral bind, or book bind your application.

Please submit applications to:

BY MAIL:

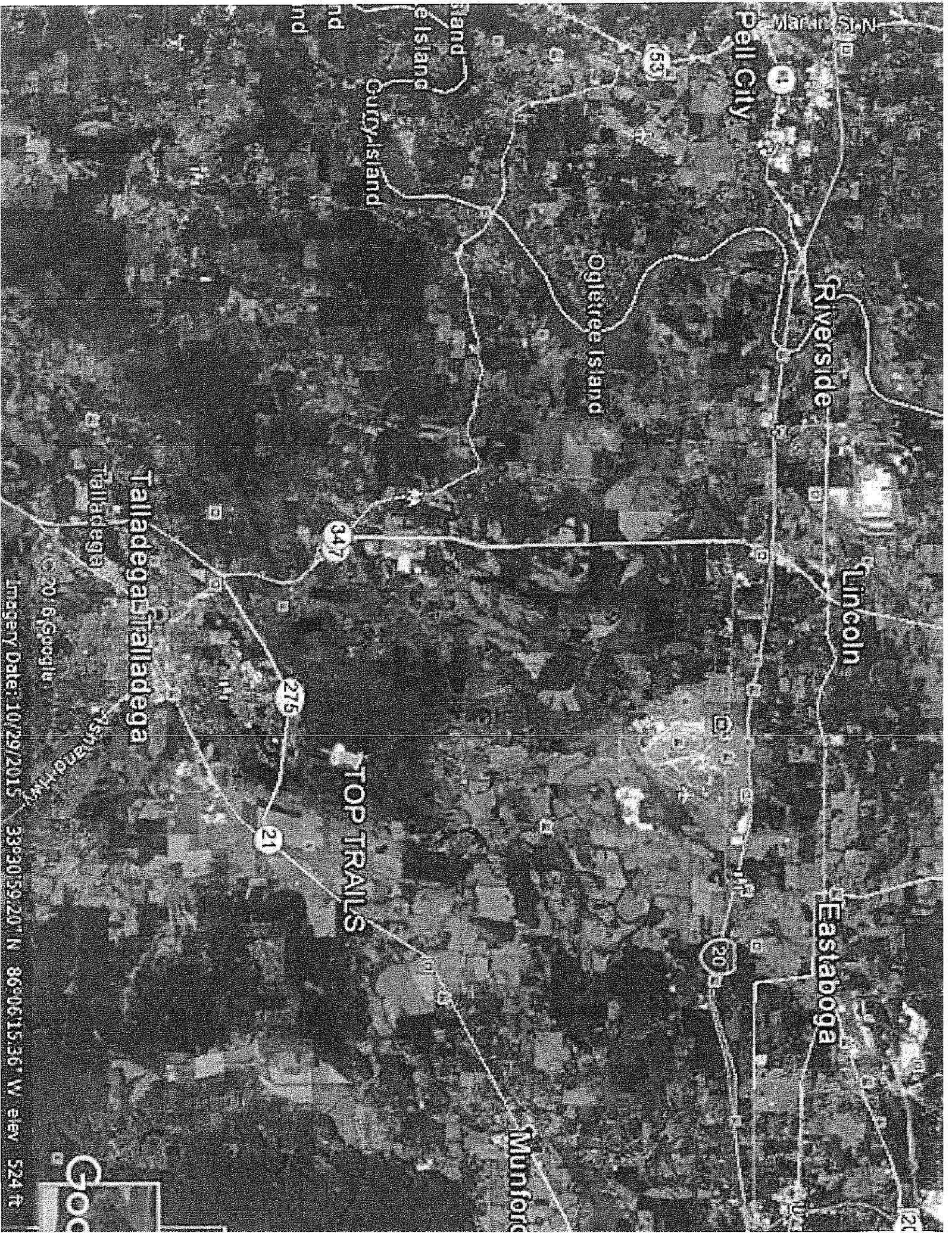
Alabama Department of Economic and Community Affairs (ADECA)
Community and Economic Development Programs Division
Attention: Crystal Davis, Recreation and Conservation Programs Manager
Post Office Box 5690
Montgomery, Alabama 36103-5690

BY COURIER:

Alabama Department of Economic and Community Affairs
Community and Economic Development Programs Division
Attention: Crystal Davis, Recreation and Conservation Programs Manager
401 Adams Avenue, Suite 524
Montgomery, Alabama 36104

All applications must be **received** by Recreation and Conservation Programs staff by 12:00 Noon on Friday, January 6, 2017.

For more information please contact: Crystal Davis at (334) 353-2630, or crystal.davis@adeca.alabama.gov.



Imagery Date: 10/29/2015 33°20'59.20" N 86°06'15.36" W elev 524 ft

Google